

At a Meeting of Pembroke Dock  
Town Council held at the Pater  
Hall, Pembroke Dock on Thursday,  
8<sup>th</sup> July, 2004 at 6.30 p.m.

PRESENT:

Councillor D.T. Esmond, Mayor  
Councillors D. Brinn,  
Mrs. P.E.M. Folland, Mrs. C. Fortune,  
P.G. Gwyther, K.C. Higgs, D.L. Jones,  
R. Watts, P. Weatherall.

IN ATTENDANCE:

Mr. T.R. Edwards, Town Clerk  
Mrs. P.E. Prout, Secretary

The Meeting was opened with Prayer.

**63. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. P.E. George S. Perkins,  
W.S. Rees and Mrs. V.M.J. Roach.

**64. PRESENTATION – PEMBROKESHIRE DARWIN SCIENCE FESTIVAL**

A talk was presented by representatives of the Pembrokeshire Darwin Science Festival  
on marine futures in Pembrokeshire.

A community science programme had been organised by the Science Festival to  
encourage all people to become aware of their natural environment and to discuss all  
matter relating to issues of environmental concern. Participants would be able to  
undertake science based projects and to receive nationally recognised awards.

The programme is available to community groups and associations, youth groups and  
projects throughout Pembrokeshire and field visits and workshops can be arranged.

The Mayor thanked the representatives of the Science Festival for the information  
given and for attending the Meeting.

**65. MAYOR'S REPORT**

The Mayor, Councillor D.T. Esmond informed the Council of his engagements since  
the last meeting.

**66. MINUTES**

PROPOSED by Councillor Mrs. P.E.M. Folland  
SECONDED by Councillor P.G. Gwyther

**RESOLVED –**

That the Minutes of the Meeting held on the 17th  
June, 2004 be adopted as circulated subject to  
the following amendments:-

**67. MATTERS ARISING FROM THE MINUTES**

**(a) Minute 49 – Financial and Other Interests**

The Town Clerk requested Members to return their completed notification forms of financial and other interests as soon as possible.

**(b) Minute 54(f) – Pembroke Ferry – Wall**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which advised that the area had been inspected and that the wall had been in situ for over 30 years without previous complaints. The footway is not continuous over a long distance but only starts at Number 40, then pedestrians are forced to use the road anyway. The footway is available as a refuge for pedestrians and the wall does not preclude this. If a footway was to be constructed down the hill to the village then that would be an appropriate time to consider action in respect of the wall.

**RESOLVED –**

That if a footway were to be constructed  
then appropriate action in respect of the  
wall be considered at that time.

**(c) Minute 56(64) War Memorial – Rededication and Sea Service**

The Town Clerk reminded Councillors that the Council had accepted an invitation to attend the above Service on Sunday, 11<sup>th</sup> July, 2004 and that seating had been reserved.

**(d) Minute 57 – Civic Luncheon**

The Town Clerk reminded Councillors that the Civic Luncheon was to be held on Friday, 9<sup>th</sup> July, 2004.

**(e) Minute 58 – Refuse Bags – Garden Waste**

Councillor D.L. Jones stated that clarification had now been obtained in the above matter that it is possible to purchase individual refuse bags for garden waste.

The Town Clerk stated that he would take no further action in this matter.

**(f) Minute 62 – Matters Raised Verbally**

The Town Clerk stated that Mr. K. Sanderson-Duckett no longer worked for Pembrokeshire County Council and replies to complaints from the last meeting had not been received.

**(g) Minute 62(b) – 8 St. Teilo’s Road – Pavement**

Councillor P. Weatherall reported that the pavement had been reinstated.

**(h) Minute 62(c) – Junction of Commercial Row/Albion Square/Ferry Terminal Road**

The Town Clerk reported that a letter had been received from Pembrokeshire County Council regarding the above matter. The Area Maintenance Manager (South) had been requested to refresh existing white lines, where necessary. It is not considered necessary to perpetuate the use of red asphalt backing since the road layout can no longer be considered “new” and local drivers are now aware of the alignment.

**(i) Minute 62(g) – Vehicles – Road Safety**

The Town Clerk reported that a letter had been received from Dyfed-Powys Police which stated that the concerns of the Council would be passed on to local officers and the Divisional Traffic Unit.

**RESOLVED –**

That the Council request the presence of the Speed Reduction Vehicle to operate at key times at key areas to assist in the detection of traffic offences in the Town and in the interest of road safety.

**68. REPORT OF TOWN CLERK**

**66. Council Representation on Outside Bodies**

The Town Clerk enclosed at Appendix “A” a schedule of Council membership on various outside bodies. The Town Clerk stated that Councillor Mrs. V.M.J. Roach advised that she represented the Council on the Freshwater East Set Up Committee with the National Park Authority.

**RESOLVED –**

That the Freshwater East Set Up Committee with National Park Authority be added to the list and that it be noted that Councillor Mrs. V.M.J. Roach was the Council’s representative.

**67. Co-option of Town Councillor – Market Ward**

The Town Clerk reported that the public notice regarding the vacancy for a Town Councillor in the Market Ward had been displayed at various locations in the Town. The closing date for applications being 7<sup>th</sup> July, 2004. Seven applications had been received and it was

**RESOLVED –**

That a Special Council Meeting be held on Wednesday, 21<sup>st</sup> July, 2004 at 6.30 p.m. to interview and co-opt a Town Councillor for the Market Ward.

**68. Pembroke Pennar Pathway**

The Town Clerk enclosed at Appendix “B” a letter from the Development Officer of Pembroke 21C which requested two representatives to sit on a steering group to get this project underway.

**RESOLVED –**

That Councillors D. Brinn and Mrs. C. Fortune represent the Council on the above Steering Group.

**69. New Traffic Order – Meyrick Street**

The Town Clerk enclosed at Appendix “C” a letter from Pembrokeshire County Council which enclosed details of a new Traffic Order to create a residents parking scheme in Meyrick Street. Any observations on the proposal had to be made by the 30<sup>th</sup> July, 2004.

**RESOLVED –**

That Pembrokeshire County Council be requested to advise the Council as to the result of the residents views.

**70. Waiting Restrictions – Laws Street**

The Town Clerk reported that Pembrokeshire County Council had advised that consultation had been undertaken with residents regarding the review of waiting restrictions on Laws Street. The revised proposals were enclosed at Appendix “D.” Comments were requested by the 23<sup>rd</sup> July, 2004.

**RESOLVED –**

That Pembrokeshire County Council be advised that the Town Council support the residents views in respect of the above waiting restrictions.

**71. St. Patrick's Hill Housing Development**

The Town Clerk referred to recent debates regarding this housing development and advised that a response from the Countryside Council for Wales and the Building Control Manager had now been received and was enclosed at Appendix "E." No reply had been received from the Head of Planning.

**RESOLVED –**  
That Pembrokeshire County Council's Enforcement Department investigate the above matter.

**72. Occasional Public Entertainment Licence - Pembroke Dock ONE9T**

The Town Clerk reported that a copy of the application by the ONE9T Committee, in respect of the Event Centre, Meyrick Owen Way had been received. Any comments had to be made by the 14<sup>th</sup> July, 2004.

**RESOLVED –**  
That the Council have no objection to the above occasional Public Entertainment Licence in respect of the above premises.

**73. Transfer of Justices' Off Licence The China Garden Takeaway, 24 Commercial Row**

The Town Clerk reported that a copy of the application for the transfer of the Justices Licence had been received. The applicants are Yau Ken Chung, Yau Chong-Chung and Mrs. Yee Mui-Chung. The licence is currently held by Yau Ken Chung.

**RESOLVED –**  
That the Council have no objection to the transfer of the Justices' Off Licence in respect of the above premises.

**74. One Voice Wales**

The Town Clerk enclosed at Appendix "F" a further application received to join One Voice Wales. The new Association representing Town and Community Councils in Wales was launched at the inaugural general meeting on the 24<sup>th</sup> April, 2004. The correspondence details the services to be provided for a membership fee of £800.

Members were reminded that at the Council Meeting on the 19<sup>th</sup> February, 2004 it had been resolved to defer consideration of the matter until after the One Voice Wales meeting on the 24<sup>th</sup> April, 2004.

**RESOLVED –**  
That the Council do not become a member of the One Voice Wales.

## **75. Donations**

The Town Clerk reported that the following applications had been received and were enclosed at Appendix "G."

- (a) Miss Vikki Booth, 30 Treowen Road
- (b) Pembroke Dock Cricket Club
- (c) Shelter Cymru

### **RESOLVED –**

- (1) That the Council make a donation of £100 to Miss Vikki Booth.
- (2) That the Council make a donation of £100 to Pembroke Dock Cricket Club subject to the production of the latest balance sheet.
- (3) That Shelter Cymru be advised that they do not fall within the criteria of the Council's policy i.e. organisations based in Pembroke Dock.

## **76. Transfer of Justices' Licence Cafe Royal, Queens Street**

The Town Clerk reported that notice of an application for the transfer of the Justices' Licence had been received. The applicant is Mrs. Lynne Sharon Rees, the current licence being held by Avril Taylor.

(Councillor D.T. Esmond declared his interest in the above matter and took no part in the discussion and did not vote).

### **RESOLVED –**

That the Council have no objection to the transfer of the licence in respect of the above premises.

## **77. Local Housing Strategy**

The Town Clerk reported that a copy of the Local Housing Strategy, in its final form, had been received from Pembrokeshire County Council and was available for inspection.

## **78. Planning Uses Classifications**

The Town Clerk enclosed, as a separate document, a schedule of the planning use classes, for Members' future reference.

## **79. Planning Applications – Withdrawn**

The Town Clerk reported that Pembrokeshire County Council had advised that the following planning applications had been withdrawn:-

1317/03 – 1 Dimond Street – Construction of an external disabled access ramp.

1666/03 – 5 & 7, Prospect Place – Residential Development – 6 No. 2 bedroom flats.

## **80. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

214/04	Pembrokeshire & Derwen NHS Trust Withybush General Hospital Haverfordwest	South Pembrokeshire Hospital Two storey extension of existing hospital to provide 40 bed in- patient accommodation, out-patient clinics and Social Services Day Hospital with associated administrative offices, canopies and access road
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PROPOSED by Councillor D.L. Jones

SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to the application.

## **69. SUPPLEMENTARY REPORT OF TOWN CLERK**

### **82. South Pembrokeshire Hospital – Redesign Project**

The Town Clerk enclosed at Appendix “H” a letter from the Pembrokeshire & Derwen NHS Trust which informed the Council that the capital scheme for the reconfiguration of service provision in the Pembroke/Pembroke Dock locality had been approved.

### **83. Waiting Restrictions – Lewis Street and Bush Street**

The Town Clerk enclosed at Appendix “I” details of proposals to amend current waiting restrictions in Lewis Street and Bush Street. Comments to be submitted by the 6<sup>th</sup> August, 2004.

The Town Clerk reported that a letter had been received from Pembrokeshire County Council which referred to the suggestion of reversing the flow of traffic on Lewis Street. Residents views were sought and one written view was expressed in favour whilst one verbal comment was against.

**RESOLVED –**

(1) That the flow of traffic in Lewis Street remain as present.

(2) That the proposals for revised waiting restrictions in Bush Street and Lewis Street be approved.

**84. Planning Appeal  
Rear of 9, Brewery Street**

The Town Clerk reported that notification had been received that the previously agreed hearing date of the 29<sup>th</sup> June, 2004 could not be met by the parties and the hearing had now been rearranged for 13<sup>th</sup> July, 2004 at the Pembrokeshire County Council Offices, Argyle Street commencing at 10.00 a.m.

**85. Planning Applications**

The following applications had been received and were submitted for consideration by Council:-

220/04	Pembrokeshire County Council County Hall Haverfordwest	Pembroke Dock Youth Club – Refurbishment of internal to include minor remodelling infill brickwork to front elevation and new PVC windows. Use is to be as existing.
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PROPOSED by Councillor P.G. Gwyther

SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That the Council have no objection to the application.

226/04	Ms. S. Vincent 24 Staffords Place Limes Avenue Horley Surrey	Plot 43, The Point, Pennar – New Residential Dwelling
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PROPOSED by Councillor Mrs. C. Fortune

SECONDED by Councillor P. Weatherall

**RESOLVED –**

That the Council have no objection to the application.

231/04 Mr. & Mrs. K. Worthing Plot 23, The Point, Pennar -  
36 Brynheulog Street New Residential Dwelling  
Ebbw Vale  
Gwent

PROPOSED by Councillor P. Weatherall  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**  
That the Council have no objection to the application.

254/04 Mrs. H. Essex & Mr. M. Chilton Land North of Osprey  
c/o Mr. G. Davies House, Off Richmond  
4 Rocky Park Road –  
Pembroke New Dwelling House

PROPOSED by Councillor P. Weatherall  
SECONDED by Councillor K. Higgs

**RESOLVED –**  
That the Council have no objection to the application

#### **86. Planning Applications - Withdrawn**

The Town Clerk reported that notification had been received that the following planning applications had been withdrawn:-

03/1317 – 1 Dimond Street – Construction of external disabled access ramp.  
03/1666 – 5 & 7, Prospect Place – 6 No. 2 bedroom flats.

#### **87. Planning Decisions**

The following decisions had been received from Pembrokeshire County Council in respect of current planning applications:-

1423/03 – Plot 1, Fairways – Dwelling and attached double garage – **Approved**  
1448/03 – Plot 16, Fairways – One dwelling – **Approved**  
1451/03 – Plot 15, The Fairways – Detached bungalow and garage – **Approved**  
1463/03 – Plot 3, Fairways – Bungalow and garage – **Approved**  
1470/03 – Land adjacent to 82, Stranraer Road, Pennar – Erection of one pair of semi-detached houses – **Approved**  
02/04 – Plot 14, Fairway – Residential dwelling – **Approved**  
1597/03 – Vacant Industrial Land, Kingswood Industrial Estate – Erection of new factory with office accommodation at first floor - **Approved**

**70. TRAIN TIMETABLES IN WEST WALES**

The Town Clerk reported that a letter had been received from Christine Gwyther AM in respect of the above matter. Representations had been received in respect of the proposed changes in the rail timetables for West Wales and it is understood that substantial compromise

had been reached and that the services would not be as badly affected as was first feared. Details in respect of the new timetable had been requested and when available will be forwarded to the Council.

**71. ALBION SQUARE – BUS SHELTER**

The Town Clerk reported that he had received complaints regarding the bus shelter in the above location which had been forwarded to Pembrokeshire County Council for their administrative attention.

**72. ONE9T CELEBRATIONS**

The Town Clerk reported that the Council had been invited to join in the opening parade of the above celebrations together with the Mayor on Saturday, 17<sup>th</sup> July, 2004 commencing at 1.15p.m. – 1.30 p.m. from Melville Street and finishing in the Co-op car park.

**73. TWINNING GRANT – MALTA VISIT – SEPTEMBER, 2004**

The Town Clerk reported that application had been made to the European Commission for grant aid in respect of the proposed visit by a party from Malta in September, 2004. The European Commission had approved the application for grant.

The Town Clerk further reported that the Chief Executive, Pembroke, Malta had been advised of the successful bid for grant aid but had advised that the visit in September, 2004 would not now be undertaken. Detailed information for the cancellation was not available at present.

**74. SCHOOLS IN BLOOM COMPETITION, 2004**

The Town Clerk reported that Pembroke Town Council had advised that judging of the above Competition had taken place recently in the presence of the two Town Mayors. Four infants and two junior schools had entered and it usual to give a £50 first prize to each category. The judges were of the opinion that as considerable time and effort had been put in by some schools, and in order to encourage other to enter, the prizes should be altered to £60 for first place, £40 for second place, and highly commended certificates for all other entrants.

**RESOLVED –**

That the Council agree to the above amendments in the competition prizes.

**75. REPORT OF FINANCIAL OFFICER**

**9. Accounts for the Year Ended 31<sup>st</sup> March, 2004**

The Financial Officer reported that the annual audit of the Council's accounts for the above year will take place on the 19<sup>th</sup> July, 2004.

A copy of the Statement of Accounts, Statement of Assurance, Balance Sheet and Summary Income and Expenditure Account had been enclosed for consideration by Members.

**RESOLVED –**

That the Council approve the Statement of Accounts, Statement of Assurance, Balance Sheet and Summary Income and Expenditure Account for the year ended 31<sup>st</sup> March, 2004.

**10. Payment of Accounts**

The following accounts were submitted for approval of payment:-

40. Jewson Ltd. – Materials	£23.27
41. Pitney Bowes – Postage	£50.00
42. M. Roberts – Internal Audit	£100.00
43. British Gas – Gas Supply	£520.67
44. Cllr. D.T. Esmond – Mayor's Allowance	£1,575.00
45. SWALEC – Electricity supplied (Albion Square)	£11.77
46. Modern Print – Stationery	£32.63

The Town Clerk requested that the following accounts be added to the list for payment:-

47. Konica Minolta Business Solutions – Photocopying	£58.73
48. Pitney Bowes – Maintenance of Postage Meter	£11.74
49. Hagemeyer – Materials	£24.39
50. Pembs. County Council – Renewal of Theatre Licence	£191.00

N.B. Account No. 50 was paid out of Meeting.

PROPOSED by Councillor Mrs. P.E.M. Folland  
SECONDED by Councillor Mrs. C. Fortune

**RESOLVED –**

That account nos. 40 – 50 be approved for payment.

**76. MATTERS RAISED VERBALLY**

**(a) Refuse Bags – Collection**

Councillor D.L. Jones expressed concern regarding the number of refuse bags which are left outside properties in advance of collection. The bags are being torn by seagulls, dogs and cats and householders should be requested to put the refuse bags as late as possible before collection to avoid debris and litter on the streets of the Town.

**RESOLVED –**

That Pembrokeshire County Council be requested to remind householders that refuse bags should only be put outside their premises before collection.

**(b) Sand Barrier – Dockyard/Front Street**

Councillor D.L. Jones reported that sand stored in the Dockyard was still being blown into Front Street and Western Way at certain times. There are large deposits behind the safety barrier on Western Way.

**RESOLVED –**

- (1) That Pembrokeshire County Council be requested to liaise with the Sand Company regarding the erection of a barrier to prevent wind blown sand.
- (2) That Pembrokeshire County Council be requested to remove deposits of sand on Western Way and Front Street.

**(c) Church Street – Cycle Track**

Councillor D.L. Jones reported that lorries and other vehicles are parking on the cycle track which had been provided on the western side at the top of Church Street.

**RESOLVED –**

That Dyfed-Powys Police be requested to investigate the above complaint.

**(d) Business Premises – Closures**

Councillor P. Weatherall stated that he had been approached by persons expressing their concern regarding the number of business premises closing down in the Town.

The Town Clerk stated the Chamber of Trade were attempting to boost business interests in the Town.

(e) **Flyposting – Town**

Councillor P.G. Gwyther referred to recent flyposting in the Town and enquired as to whether the event organisers could be recharged for the removal costs.

**RESOLVED –**

That Pembrokeshire County Council be requested to advise when promoters of events could be recharged for flyposting.

(f) **Mayor's Allowance – Increase**

Councillor Mrs. P.E.M. Folland submitted that consideration should be given to increasing the Mayor's and Deputy Mayor's allowance.

**RESOLVED –**

That consideration to increasing the Mayor and Deputy Mayor's allowances be deferred for consideration at the budget meeting for 2005/2006 year.

(g) **Naming of Street – Former County Councillor T.V. Hay**

Councillor Mrs. P.E.M. Folland stated that she had been approached by a resident in the Town who had suggested that a street should be named after recently retired County Councillor T.V. Hay who had represented Pembroke Dock and served on the District and County Councils for many years.

**RESOLVED –**

That Pembrokeshire County Council be requested to consider naming a street or development to commemorate the distinguished Local Government career of County Councillor T.V. Hay who had served on both District and Council Councils for many years.

(h) **Woolworths Premises – Wall Erosion**

Councillor R.G. Watts stated that he had received complaints regarding the erosion of wall masonry on the upper floor of the above premises.

**RESOLVED –**

That Pembrokeshire County Council's Building Regulations Department be requested to inspect the above premises.

(i) **Irish Ferry Passengers – Amenities**

Councillor R.G. Watts referred to complaints that he had received that passengers who had arrived at the Irish Ferry terminal last weekend were appalled at the lack of amenities. Toilet facilities and refreshments being provided only for one hour sailing time.

**RESOLVED –**

That Irish Ferries be advised of the urgent need to provide toilet facilities and café provision at the Ferry Terminal for passenger use well in advance of sailing times.

(j) **St. Govan’s Centre – Café Access**

The Town Clerk stated that he had received a complaint from a resident of Harbour Way that the café which had been refurbished had provided a sign advising of pedestrian access from Harbour Way which had been previously used for access only.

Councillor D.L. Jones stated that the complaint had been referred to Pembrokeshire County Council for their attention.

**The Meeting terminated at 8.00 p.m.**

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**Mayor.**